



## MINUTES

### REGULAR CALLED MEETING OF THE COMMUNITY DEVELOPMENT (Type B) CORPORATION

Tuesday, April 8, 2014 at 6:30 PM

Cedar Park City Hall Council Chambers

450 Cypress Creek Road, Building Four, Cedar Park, Texas 78613

### BOARD OF DIRECTORS

- |                                                                        |                                                                     |
|------------------------------------------------------------------------|---------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Kaden Norton, Place 1              | <input checked="" type="checkbox"/> President David Burger, Place 2 |
| <input checked="" type="checkbox"/> Vice President Brian Rice, Place 5 | <input checked="" type="checkbox"/> Corbin Van Arsdale, Place 4     |
| <input checked="" type="checkbox"/> Secretary Dustin Weibel, Place 3   | <input checked="" type="checkbox"/> Ryan Wood, Place 6              |
|                                                                        | <input checked="" type="checkbox"/> Brad Young, Place 7             |

- A.1 CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN**  
**PRESIDENT BURGER CALLED THE MEETING TO ORDER AT 6:31 NOTING THAT A QUORUM WAS PRESENT.**
- A.2 Consider Approval of the Minutes.**  
 a) March 19, 2014 Special Called Board Meeting  
**Director Wood moved to approve the minutes from the March 19<sup>th</sup> Special Called Board Meeting as provided. Director Weibel seconded the motion and it passed with a 7-0 vote.**
- A.3 Citizen Communications**  
*(Not For Items Listed On This Agenda. Three Minutes Each. No Deliberations With 4B. The Board May Respond With Factual Information.)*  
**NONE**
- A.4 Board Members' Opening Comments**  
**Director Wood said he and other board members held several productive meetings with staff and he was looking forward to future meetings with City staff in other departments.**
- A.5 Presentations**  
 a) Presentation By Mr. Nadib Wehbe Related To A Corridor Enhancement Sign Removal And Replacement Project At 430 North Bell Boulevard.  
**Duane Smith, Tourism and Community Development manager, reminded the Board that this was a project that they initially considered two months ago, when the store owner, Mr Wehbe, was unable to be present. He explained that Mr. Wehbe is here tonight to present the project himself and answer any questions the Board has related to that project. Members of the Sign Replacement Subcommittee indicated that following their meeting to review the project, they feel comfortable moving forward with this project. Director Wood thanked Mr. Wehbe for bringing**

this project to the Board. Director Rice asked how he heard about the program. Mr. Wehbe indicated that City Staff made him aware of the program.

## **B.0 STAFF REPORTS (DISCUSSION ONLY)**

### **B.1 Finance Report – Aaron Rector, Assistant Finance Director**

#### **a) Monthly Report On FY 2013-2014 Revenues, Expenditures, And Fund Balance.**

**Aaron Rector, Assistant Finance Director, provided the Board with a written financial report and was available for any questions from the Board. Director Wood asked if the City planned to track the sales tax increase resulting from the new Costco and Walmart developments. Aaron explained that the City will be keeping an eye on trends and that the Comptroller provides a report to the City that indicated sales tax revenue by source, however legally that document is for internal use only and is not public record. He did indicate that staff are tracking sales tax trends closely and are aware that sales tax spikes from new development can sometimes result in decreased sales tax numbers at other businesses in the area and are keeping an eye out for evidence of that sort of trend. Vice President Rice asked what the anticipated sales tax increase was for this year. Aaron indicated that it was modest increase of a couple hundred thousand dollars, and the trend so far this year is to exceed that projection.**

### **B.2 Parks Project Updates - Curt Randa, Parks And Recreation Director**

#### **a) Park Shade Structures-Phase 2**

#### **b) Bike Park Feasibility Study**

#### **c) Veterans Memorial Park Community Garden**

**Curt Randa, Parks and Recreation Director, updated the Board on three projects that had funding approved by the Board. Curt indicated that the shade structure Phase 2 project is underway and shade structures should be set up in the Parks in June. The quotes are currently under budget and assuming there are no unexpected issues that require the department to tap into contingency funds, there should be some savings.**

**Curt explained that for the Bike Park Feasibility Study \$33,000 of the \$50,000 allocated for the project has been spent. He explained that this project was concluded after the third of four steps. Completion at this level will allow the department to move to an alternate location while still giving a good idea of what the facility would look like. This project can be reactivated in the future if desired. Director Wood asked how the location of Brushy Creek Sport Park was selected. Curt explained that the proximity to the regional trails was a big factor in selecting this location as the final spot.**

**Curt reminded the Board that the Veteran's Memorial Park Community Garden project was initially funded in the amount of \$25,000 and then an additional \$19,000 of savings from the Shade Structure Phase 1. The project came in slightly under budget due to volunteer efforts. All 32 garden plots are already taken and a waiting list has begun. On April 19<sup>th</sup> from 10-2pm the department will host a garden open house. Director Young suggested a video announcing the garden and mentioning the donated labor and goods used in the garden. Director Wood said liked idea of the Brushy Creek Sports Park for next garden to allow them to tie into the water reuse project at that location.**

## **C.0 PUBLIC HEARINGS (NONE)**



**D.0 DISCUSSION AND POSSIBLE ACTION**

- D.1 Consider A Request From Mr. Nadib Wehbe For A Corridor Enhancement Sign Removal And Replacement Project At 430 N. Bell.

**Director Wood Moved to accept the Sign Removal and Replacement Corridor Enhancement Project at 430 North Bell Blvd in an amount not to exceed \$20,000 and authorize staff to set a Public Hearing and Publish a Project Notice. Staff recommended a friendly amendment to change the amount not to exceed \$10,000. Director Wood accepted the friendly amendment to the motion. President Burger seconded the motion and it passed with a 7-0 vote.**

- D.2 Consider Update On Process For Revisions To The Community Development Strategic Plan.

- a) Consider Scheduling A Strategic Plan Workshop

**Duane Smith, Tourism and Community Development Manager, reminded the Board that at the last meeting the Board indicated they would like to have a workshop on April 29<sup>th</sup>, since that was not an action item last meeting, the item is in front of them tonight to consider. The Board decided on a tentative workshop on April 24<sup>th</sup> from 1-5 PM.**

**Director Van Arsdale gave the Board an update on the subcommittee's meeting with the City Manager. He said he learned a lot from the City Manager and that his main take away from the meeting was that they should go big when they are developing their strategic plan. President Burger said he too enjoyed the meeting and would support having that meeting every year and perhaps even more frequently than on an annual basis.**

- D.3 Consider Schedule For Submission Of 2014-2015 Proposed Projects And Activities.

- a) Consider Approval For Posting Of Project Announcement And Project Review Process.  
b) Consider Process For Budget Review And Recommendation.

**Duane Smith, Tourism and Community Development Manager, recommended that the Board change the date of the project application posting from May 1<sup>st</sup> to April 14<sup>th</sup>. He said, that by releasing the application early, it would give departments more time to develop their proposals. He explained that this date change would not impact any other dates related to project reviews. The Board concurred with this date change.**

- D.4 Consider Subcommittee Assignments And Meetings

- a) Transportation  
b) Economic Development  
c) Corridor Enhancement  
d) Parks And Recreation  
e) Planning And Comprehensive Plan

**The Board decided to maintain the currently established subcommittee membership. Directors, Rice, Burger and Norton will serve as the representatives for a Planning/Parks subcommittee.**

- D.5 Consider Excuse Of Absences From Community Development Board Meetings.

- a) David Burger From March 19, 2014 Special Called Board Meeting  
b) Kaden Norton From March 19, 2014 Special Called Board Meeting.

**Director Wood moved to excuse the absences of David Burger and Kaden Norton from the March 19, 2014 Special Called Board meeting. Director Young seconded the motion and it passed with a 7-0 vote.**

## E.1 LIAISON UPDATES / REPORTS – DISCUSSION ONLY

### F.1 ADMINISTRATIVE ITEMS

*(Board members and staff may discuss items related to the board member's general duties and responsibilities. The Board may not take a vote or other action on any item other than to obtain a consensus regarding how items are to be placed on future agendas for formal action.)*

- a) Delegate Report on Council Actions Directly Related to Items Of March 27 2014, City Council Meeting.

**None.**

- b) Director And Staff Comments

**Staff indicated they will contact people to set up subcommittee meetings.**

- c) Board Member Closing Comments

**Vice President Rice, said he attended Heritage Fest and complemented the Parks and Chamber on the great job they did with that event this year.**

**President Burger urged the board to be active members in the community and remain civic-oriented.**

**Director Young thanked Duane Smith and the Economic Development staff for the great subcommittee meeting earlier this week.**

- d) Board Member Request For Future Agenda Items

**Director Weibel said a citizen recently mentioned to him that the inconsistent labeling of 1431/Whitestone was creating confusion for many visitors to the area. Director Weibel said he would like the Board to consider some way to indicate to people that this is the same road. Duane suggested that this be brought up in conversations with the Transportation Department since they would be the ones that would need to be involved in addressing this.**

- e) Designate Representatives To Attend Council Meetings On April 10 And April, 24 2014.

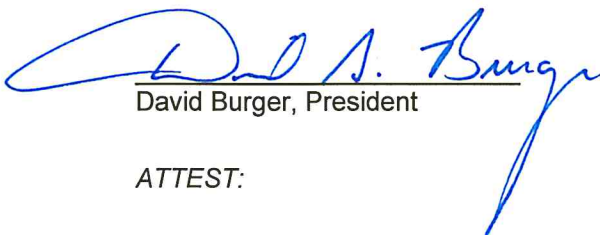
**No Board items schedule to be on these Council meetings. Vice President Rice indicated that he plans to attend.**

**Next Regular Scheduled Board Meeting Tuesday, May 13, 2014 At 6:30 P.M. In The Cedar Park Council Chambers At 450 Cypress Creek Road, Building Four.**

### G.1 ADJOURNMENT


**The meeting was Adjourned at 7:50 PM.**

PASSED AND APPROVED THIS THE 13<sup>th</sup> DAY OF MAY, 2014.



David Burger, President

ATTEST:

  
Dustin Weibel, Secretary

